



Person Specification: Assistant Principal

ESSENTIAL	DESIRABLE
Education/Qualifications	
<ul style="list-style-type: none"> • Graduate • DCSF Qualified Teacher Status • Strong track record of professional development and updating knowledge 	<ul style="list-style-type: none"> • Higher level professional qualification • NPQML qualification or participation
Professional knowledge, skills and competences	
<ul style="list-style-type: none"> • Outstanding teacher of pupils with a range of abilities • Substantial knowledge and understanding of the strategies most likely to maximise the levels of educational achievements by all learners • Substantial knowledge of recent developments in teaching and learning • Excellent communication and presentation skills, both written and oral • Extensive knowledge of the applications and potential of ICT; high level of ICT skills as both a curricular and administrative tool. • Knowledge of current educational developments and legislative changes. • Awareness of recent curriculum developments and the monitoring and evaluation of learning, teaching and curriculum. • Knowledge of the principles of assessment and effective record-keeping and their use to promote the education, personal development and progression of the students. • Understanding of the nature and needs of students and communities in urban areas 	<ul style="list-style-type: none"> • Outstanding leadership and management skills, inspiring confidence in staff and pupils so that they can succeed and achieve their personal best
Experience	
<ul style="list-style-type: none"> • Successful experience of effecting improvement. in 1 or more schools • Successful experience of impact on standards • Practical experience of successfully promoting equality of opportunity • Delivery of INSET • Successful experience of leading and managing staff and resources and developing education strategies • Ability to manage staff effectively, and to lead and motivate others • Ability to generate effective working relationships at all levels 	<ul style="list-style-type: none"> • Successful experience of effecting improvement in 2 or more schools • Successful experience of introducing or implementing significant innovations in a school • Engagement in action research • Management and use of financial resources • Successful experience of managing human resources/staffing issues

<ul style="list-style-type: none"> • The potential to develop education programmes to meet individual learning needs • Experience of effective quality assurance approaches, including staff performance management and staff development 	
Personal qualities	
<ul style="list-style-type: none"> • Discretion, tact and integrity • Personal tenacity and resilience to ensure progress, sometimes against the odds • Ability to work well under pressure and within short timescales/deadlines. • Good interpersonal and motivational skills • Initiative and self-motivation • Flexibility, creativity and the ability to think laterally • Good time management skills • Ability to be reflective and self-critical 	
Commitment to	
<ul style="list-style-type: none"> • Safeguarding and promoting the welfare and success of all students and young people. • The implementation of equal opportunities practice throughout the Trust • Promoting the stated aims and policies of the Trust at all times 	